



STATE OF WASHINGTON
HEALTH CARE AUTHORITY

626 8th Avenue, SE • P.O. Box 45530 • Olympia, Washington 98504-5530

April 26, 2013

TO: School District and Educational Service District

- Superintendents
- Special Education Directors
- Business Managers

From: Jim Harvey, Ed.S.
School-Based Health Care Services (SBHS) Program Specialist
Community Services, Health Care Services

SUBJECT: **Effective July 1, 2013, Servicing Providers must use the School District's National Provider Identifier (NPI) Number**

Effective for dates of service on and after July 1, 2013, all licensed health care providers must be enrolled as a servicing provider under their school district's Billing NPI number. Claims submitted for reimbursement must have all of the following:

- Servicing provider(s) name;
- School district Billing NPI number; and
- Servicing provider(s) NPI number(s).

School districts must enroll licensed servicing providers under their Billing NPI and complete [Step 3: Complete the Online Enrollment Application Process](#). The following servicing providers can now be enrolled under the district's Billing NPI number:

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| • Licensed Audiologist | • Licensed Physical Therapist |
| • Licensed Occupational Therapist Assistant | • Licensed Physical Therapy Assistant |
| • Licensed Practical Nurse | • Licensed Psychologist |
| • Licensed Mental Health Counselor | • Licensed Registered Nurse |
| • Licensed Independent Clinical Social Worker | • Licensed Speech-language Pathologist |
| • Licensed Advanced Clinical Social Worker | • Speech-language Pathology Assistant |
| • Licensed Occupational Therapist | |

Note: To prevent billing denials, school districts are responsible for enrolling servicing providers before submitting any claims for services on and after July 1, 2013. Only contact Provider Enrollment at 1-800-562-3022 when assistance is needed with the online enrollment process. Districts are responsible for the accuracy, compliance, and completeness of all claims submitted for reimbursement.

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Additional Information on Provider Enrollment Requirements

Additional information on federal requirements for ordering, prescribing, and referring providers is at [Provider Policy #12-26](#).

When contacting the Health Care Authority:

- Please direct Medicaid-related questions to [Medicaid Customer Services](#) or call 1-800-562-3022.
- Please direct ProviderOne training-only questions to the [Provider Relations Unit](#). You can find training opportunities at the [SBHS website](#).
- If you have questions or need additional clarification regarding this memo, please contact the [SBHS Program Specialist](#) or by phone at 360-725-1153.

cc: Todd Slettvet, Community Services Section Manager, HCA
Doug Gill, Office of Superintendent of Public Instruction
Rebecca Kirby, Office of Superintendent of Public Instruction